

**BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY**

Meeting Date: March 15, 2006

Division: BOCC

Bulk Item: Yes X No

Department: Commissioner Charles McCoy, District 3

Staff Contact Person: Celeste Bruno

AGENDA ITEM WORDING: Approval of appointment of Leigh Espy to the Monroe County Marine and Port Advisory Committee

ITEM BACKGROUND: Appointee Anne McCarthy resigned on 2/17/06. Ms. Esby brings a wealth of knowledge to the committee. She is currently Chief of Staff of the Florida Keys National Sanctuary and the National Oceanic and Atmospheric Administration based in Marathon

PREVIOUS RELEVANT BOCC ACTION:

CONTRACT/AGREEMENT CHANGES:

STAFF RECOMMENDATIONS:

TOTAL COST: N/A

BUDGETED: Yes No

COST TO COUNTY:

SOURCE OF FUNDS:

REVENUE PRODUCING: Yes No **AMOUNT PER MONTH** **Year**

APPROVED BY: County Atty OMB/Purchasing Risk Management

DIVISION DIRECTOR APPROVAL:


(Charles "Sonny" McCoy)

DOCUMENTATION: Included X Not Required

DISPOSITION:

AGENDA ITEM #

**Monroe County Boards and Committees
Appointment Information**

Board or Committee: Monroe County Marine and Port Committee

Commissioner Appointing Member: Charles "Sonny" McCoy, District 3

Name of Member: Leigh D. Esby

Address: PO Box 500368
Marathon, FL. 33050

Phone Numbers: Office: 743-2437 X24

Date of Appointment: March 15, 2006

Reappointment No

Date Term Expires March 15, 2009

Name of Person Being Replaced: Anne McCarthy, term expiration 4/1/06

Fulfilling Term of: N/A

Leigh D. Espy
PO Box 500368
Marathon, FL 33050
(305) 743-2437 x 24

KNOWLEDGE, SKILLS and ABILITIES

RESOURCE MANAGEMENT:

- Knowledge of
 - Natural resources and land use laws (including NMSA, FKNMSA, NEPA, CZMA, NMMA and ESA) and practices,
 - Application of sustainable resource management principals,
 - Fishery management laws and practices,
 - Marine salvage laws and practices,
 - Marine debris and derelict vessel laws, policies, practices and management approaches,
 - Port management practices and priorities,
 - Dredged materials management and in-water disposal techniques and processes,
 - Hazardous waste laws (including CERCLA & SARA, OPA, NRDA and Washington MTCA),
 - Marine invasive species management and control practices,
 - Commercial and recreational diving techniques, practices, and planning,
 - Marine and environmental sciences,
 - Tribal treaty rights,
 - Real estate law, appraisal and valuation techniques,
 - Property (site) management, and
 - Federal and state land use permit requirements and procedures.
- Skilled in
 - Complex negotiations,
 - Business decision analysis,
 - Problem solving, especially in a "real world," fast paced context,
 - Agency litigation representation, and
 - Timely decision-making based upon the integration of scientific, legal, financial and political issues.
- Ability to
 - Operate several different size-classes of watercraft

ADMINISTRATION AND POLICY:

- Knowledge of
 - Operations management techniques and methods,
 - Administrative management techniques and methods,
 - Personnel policy, theory and procedures,
 - Compensation analysis and trends,
 - Information technology systems and trends,
 - Office of Financial Management (state) and Office of Management and Budget (federal) rules,
 - Federal and state contract law,
 - Survey analysis and statistical methods,
 - Public outreach and marketing techniques and methods,
 - Renewable resource economics, and
 - Revenue forecasting techniques.

- Skilled in
 - Written and verbal communication,
 - Facilitation techniques
 - Technical writing,
 - Public presentations,
 - Cost/benefit analysis,
 - Contract management,
 - Grants management,
 - Program development and management,
 - Development of goals and objectives, and
 - Policy development and long-range planning.
- Ability to
 - Engage and interact with the public in a variety of situations and contexts,
 - Multi-task several critical projects simultaneously with positive outcomes, and
 - Use multiple computer and software systems.

LEGISLATIVE:

- Knowledge of
 - NOAA, US EPA, FL DEP and FL FWCC policies, practices, and procedures.
 - Federal and state legislative and political processes and procedures, and
 - Federal and state administrative rulemaking processes and procedures.
- Skilled in
 - Reading and interpreting statutes and regulations,
 - Drafting legislation and regulations,
 - Reviewing and analyzing legislation and regulation, and
 - Preparation and presentation of legislative testimony.
- Ability to
 - Interact with legislators, legislative and committee staff to achieve positive outcomes.

SUPERVISION AND TEAM LEADERSHIP:

- Knowledge of
 - Supervisory principles and practices,
 - Management and organizational principles, and
 - State and federal personnel systems.
- Skilled in
 - Supporting a diverse work force,
 - Supporting affirmative action, and
 - Interpersonal communication.
- Ability to
 - Delegate responsibility and authority,
 - Mentor and support employees,
 - Create common goals,
 - Provide leadership, and
 - Build a strong and cohesive team.

CAREER HISTORY

February 7, 2005 -
Present

Chief of Staff

Florida Keys National Marine Sanctuary (FKNMS),
National Oceanic and Atmospheric Administration (NOAA),
P.O. Box 500368, Marathon FL 33050

- Analyzes and evaluates on a quantitative/qualitative basis the effectiveness of line program operations in meeting established goals and objectives within the Florida Keys National Marine Sanctuary (FKNMS) Management Plan including providing updates to the plan
- Responsible for the regulatory review and update process for FKNMS
- Evaluates and advises on organization structures, methods, and procedures
- Develops, analyzes, and evaluates new or modified program/management policies, regulations, goals or objectives
- Develops procedures and systems for assessing the effectiveness of programs/management processes
- Manages daily office operations of FKNMS including facilities, vehicles, staff, and operations programs
- Leads overall FKNMS personnel management and directs program operation teams
- Coordinates the development and tracking of the budget and annual operation plan. Reviews the procurement and contracting within the FKNMS
- Analyzes management information requirements.
- Responsible for performance management issues, conflict resolution, and conduct issues
- Serves on boards, committees, workgroups, etc as directed by the FKNMS Superintendent
- Serves as Sanctuary liaison to National Marine Sanctuary Program headquarters, FL Department of Environmental Protection, Florida Fish and Wildlife Conservation Commission, Monroe County, etc on a wide range of topics and issues
- Participates as a team member on the construction of the Dr Nancy Foster Florida Keys Environmental Complex
- Participates as a team member in the design and construction of the Florida Keys Eco-Discovery Center
- Consults with the NOAA Dive Center on policy issues
- Represents the FKNMS to the NOAA Marine Debris Program
- Acts for the Florida Keys National Marine Sanctuary Superintendent as needed

May 01, 2004 -
July 02, 2004

Management Analyst (temporary position)

Washington State Department of Natural Resources (DNR),
1111 Washington St SE, Olympia, Washington 98504

- Responsible for the production of four project critical documents for the Revenue, Timber and Asset Management Systems Replacement Project including : feasibility study, comprehensive management plan, quality assurance plan, investment plan
- Provided scientific peer review and editing for Geology of Scenic Byways at Mount Rainier National Park and Vicinity and the Department of Natural Resources Sustainable Harvest Final Environmental Impact Statement

**October 9, 2000-
April 30, 2004**

Assistant Division Manager, Operations
Aquatic Resources Division, DNR
1111 Washington St SE, Olympia, Washington 98504

- Supervised, through five program managers, approximately 22 office and field employees with a wide range of classifications, skills and responsibilities
- Responsible for the management and oversight of the DNR Aquatic Resources State-wide Operations Programs including: Shellfish Program, Invasive Species Program, Ports Program, Dredged Materials Management Program, Derelict Vessel Removal Program, and prior to July 2003 the Aquatic Lands Enhancement Account Grant Program
- Provided analysis and testimony in support of DNR bill initiatives and priorities during legislative session
- Responsible for generating approximately \$9-11M in direct revenue per year
- Responsible for the oversight of the Operations Section budget (\$5M/per year)
- Responsible for communications in written and verbal form with members of the Legislature, other agencies, local governments, Tribal governments, media, and general public
- Acted as DNR site/project manager for state-owned waterfront property. Included coordinating the demolition and removal of a 6000 sq ft structure, refurbishment of a warehouse, and development of a long-range site plan.
- Acted as Public Hearings Officer for DNR initiated public hearings
- Member of Aquatic Program and DNR Senior Management Teams
- Responsible for the operations and safe practices of the DNR Commercial Dive Team

**December 9, 1995-
October 6, 2000**

Manager, Program Support Group
Office of Response and Restoration, NOAA
7600 Sand Point Way NE, Seattle, Washington 98115

- Managed an administrative unit providing centralized support for an emergency and long term hazardous materials response organization of 120+ people, in 15 locations around the U.S.
- Supervised staff of 10 specialists responsible for all administrative functions including: personnel, travel, complex cost documentation for cost recovery efforts under law, contracting, accountable property management, vehicle management, facilities management, physical and information security protocols, and emergency response logistics
- Responsible for the execution, tracking and reporting of annual budget (\$14 million) through all phases of expenditure (appropriation to disbursement)
- Analyzed funding and advised managers in the formulation of budgets for appropriated and reimbursable funds
- Certified as a Contracting Officers Technical Representative (COTR) Oversaw the development, implementation and execution of multiple federal contracts for technical and administrative services and products
- Acted as Grant Manager for grants awarded by the Office and for grants award to the Office
- Provided analysis and interpretation of instructions and regulations issued by Department of Commerce (DOC), NOAA, and/or government regulatory agencies pertaining to Office functions and activities
- Represented Office to federal and state agencies on a variety of administrative issues
- Acted as primary point of contact for Office with DOC Inspector General Office, US Government Accounting Office, and external auditor KPMG Peat Marwick
- Maintained 24/7 on-call availability

February 20, 1994 -
December 8, 1995

Financial Management Specialist

Office of Ocean & Coastal Resource Management, NOAA
1305 East-West Hwy, Silver Spring, Maryland 20910

- Responsible for the execution and tracking of an \$80 million annual budget through all phases of expenditure (appropriation to disbursement)
- Analyzed funding and advised headquarters and National Marine Sanctuary managers in the preparation of spending plans for appropriated and reimbursable funds
- Tracked expenditure of funds within the commitment and obligation systems
- Facilitated transfers of funds to/from other NOAA offices & Federal Government agencies
- Ensured accuracy of accounting information and correct any problems arising from programmatic expenditure of funds
- Primary responsibility for funding reports for both internal & external usage
- Consulted on the development and implementation of \$50 - 60M in grants and contracts annually for the Coastal Zone Management Grant Program, National Marine Sanctuary Program and National Estuarine Research Reserve Program

July 1993 -
February 1994

Financial Management Specialist

National Ocean Service, Management & Budget Office, NOAA
1305 East-West Hwy, Silver Spring, Maryland 20910

December 1991 -
July 1993

Office Manager

Geosciences Laboratory, NOAA,
1305 East-West Hwy, Silver Spring, Maryland 20910

EDUCATION & TRAINING

- The University of Washington, Seattle, Washington 98105
Master of Marine Affairs, June 2000
Thesis Title: "Reinventing Government": Lessons Learned from the Eco-Cowboys
- The College of William & Mary, Williamsburg, Virginia 23185
Bachelor of Arts, May 1990

PUBLICATIONS & PRESENTATIONS (selected)

DNR Dive Safety Manual, January 1, 2004

"Washington Department of Natural Resources," University of Washington, School of Marine Affairs, SMA 500 – Introduction to Marine Affairs, Seattle, WA November 2003

"The Washington State Geoduck (*Panopea abrupta*) Fishery," Washington State Senate Natural Resources Committee and House of Representatives Fisheries Committee, Olympia, WA, May and June 2003

"Patience, Persistence, and Pragmatism: The Importance of Effective Communication Across Disciplines," Maritime International Student Symposium on Pacific Coast Management, Eatonville, WA, April 2002.

"Superfund and HAZMAT: The Essential Elements of NOAA's Accounting Capabilities as it relates to Superfund Cost Recovery," EPA Superfund Cost and Financial Management Training Conference, Seattle, WA, June 1998.